



CENTRAL SOUTHLAND COLLEGE BOARD OF TRUSTEES

174 MacKenzie Street, Winton
Phone 03 236 7646

**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM
TUESDAY 23rd FEBRUARY 2021 6.00 PM**

1. WELCOME & MEETING PROTOCOL

1.1 Present: Mandi Smalley, Frank van Miltenburg, Donald Kidd, Mark Bryan (Parent Reps), Riley Ballantyne (Student Rep), Andrea Beggs (Staff Rep), Brendon Wallace (Acting Principal)

In Attendance Pat Dodd (Secretary)

1.2 Apologies Jo Macgregor

Moved that apologies be accepted.

Moved: D Kidd

Seconded: R Ballantyne

CARRIED

2. STRATEGIC DISCUSSION

General Business

2.1 Election of Chairperson – Nominated: Jo Macgregor by D Kidd, Seconded: F van Miltenburg
With no further nominations Jo Macgregor was appointed Chairperson.

Vice-Chairperson – Nominated: Donald Kidd by A Beggs, Seconded: F van Miltenburg
With no further nominations Donald Kidd was appointed Vice-Chairperson.

Secretary appointment – Nominated: Pat Dodd by F van Miltenburg, Seconded: M Smalley
CARRIED

2.2 2020-2024 Strategic & Annual Draft plan – to next meeting, not yet available.

2.3 BOT Staff Scholarship – call for applications. Application by letter to be received before 4pm
Tuesday, 23rd March 2021.

3. MONITORING

3.1 Action List Action list from previous meeting held 24th November 2020 as previously tabled discussed.

- Voluntary donations – still ongoing.

3.2 Financial Report Finance report and financial summary previously tabled and taken as read. No finance committee meeting held as yet.

3.3 Principal Report Previously tabled and taken as read, spoken to by Brendon Wallace, Acting Principal. Discussion held.

- School Docs for Policies – still being finalised.
- Teacher attestation – all good.
- NCEA 2020 results previously tabled and taken as read. Results have been presented to staff.

Moved that the Principal's Report be accepted and approved.

Moved: B Wallace

Seconded: R Ballantyne

CARRIED

3.4 Staff Rep Nothing to report

- 3.5 Student Report** Riley Ballantyne gave a verbal report to the meeting.
- Year 13 Leadership Camp – worthwhile camp with excellent speakers.
 - Octathlon Day – held today. Lots of fun and involvement by most students.

3.6 Alt Ed Report Previously tabled and taken as read.

3.7 Health & Safety

- 3.8 Property** Property Meeting Minutes for 18th February 2021 tabled and taken as read.
- Property committee members walked around the school grounds and brought up to date with building work.
 - Mower – large mower currently being repaired.
 - Power outage on 5th & 6th March, to enable electricians to move main switchboard in Admin in readiness for renovation of office and foyer area.

Moved all reports as tabled be approved and adopted.
Moved: D Kidd Seconded: R Ballantyne CARRIED

- 3.9 Policy Reviews** Credit Card Policy (previously approved by email)
Students With Diverse Needs Policy – discussion held. Amend heading to read “Students with Diverse Educational Needs Policy.

Moved that the Credit Card Policy be formally ratified and the Students with Diverse Educational Needs Policy be approved.
Moved: F van Miltenburg Seconded: D Kidd CARRIED

- 3.10 Overnight Trips** Discussion held regarding wording of Risk Assessment in trip forms. Brendon Wallace to discuss with EOTC coordinators.
- 301 PE Rock Climbing Camp, Dunedin 30/3 to 1/4/2021. TIC Mark Tree, 30 x students, 3 x staff
 - Paddles Up 2021, Mavora Lakes 5-7/3/2021. TIC Keith Brinkworth. Max. 12 x students, 2 x staff
 - Otago Southland Debating, Dunedin 27-28/3/2021. TIC Kirsten Kean. Max. 8 x students, staff to be confirmed.
 - SOA201 Kayaking Camp, Mavora Lakes 11-12/3/2021. TIC Tony Meechang. 14 x Year 12 students, 4 x staff
 - Mainland Volleyball Tournament, Christchurch – approved at last meeting. Brendon Wallace advised change to number of teams travelling, to one extra team.

Moved that all the overnight trips tabled as above and discussed be approved.
Moved: B Wallace Seconded: M Smalley CARRIED

4. MEETING ADMINISTRATION

- 4.1 Confirmation of Previous Minutes** Minutes of previous Board meeting held 24th November 2020 previously tabled and taken as read.

Moved that the Minutes of the Board meeting held on 24th November 2020, as previously tabled be approved.
Moved: F van Miltenburg Seconded: D Kidd CARRIED

- 4.2 Matters Arising** Nil

4.3 Correspondence

As previously tabled and taken as read.

- Invitation from 24/7 Programme coordinator, Amy Williams for 24/7 AGM. Letter of thanks to be sent.

Moved that all Correspondence as tabled be accepted and approved.

Moved: D Kidd

Seconded: R Ballantyne

CARRIED

IN COMMITTEE BUSINESS

Donald Kidd, Vice-Chairperson moved the meeting into Committee at 7.07pm

Moved that the public be excluded from the following part of the proceedings of this meeting.

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1983, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: Student & Staff Personnel matters were discussed.

Donald Kidd moved that the meeting come out of Committee at 7.49pm

7. MEETING CLOSURE

Date of Next Meeting Moved to 29th March 2021 – during day, time to be confirmed.

Meeting Closed Meeting closed at 7.56pm

Signed as a true and correct record

..... **Chairperson**

Date:.....